

ASC

ACQUISITION SUPPORT CENTER



# CIVILIAN TIME & ATTENDANCE

ACQUISITION SUPPORT CENTER

[STACY.CRIBB@US.ARMY.MIL](mailto:STACY.CRIBB@US.ARMY.MIL)

STACY CRIBB

## CIVILIAN PAY ISSUES

**ALL CDGs MUST SEND A TIME CARD FOR EACH PAY PERIOD TO:  
[STACY.CRIBB@US.ARMY.MIL](mailto:STACY.CRIBB@US.ARMY.MIL)**

**VOICE NUMBER 703-805-1078, FAX NUMBER 703-805-5246**

- **IF YOU TAKE LEAVE YOU MUST PROVIDE A REQUEST FOR LEAVE,  
SF-71**
- **THE FOLLOWING INFORMATION MUST BE PROVIDED WHEN YOU COME ON BOARD JAN 2005:**
  - TAX INFORMATION**
  - CHANGE OF ADDRESS**
  - CHANGE IN BANK ACCOUNT**
  - CHANGE IN ASSIGNMENT**
  - CHANGE IN ALLOTMENTS**
  - CFC**

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